

Little Traverse Bay Bands of Odawa Indians

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Job Posting

Job Title: Hatchery Manager

Department: Natural Resources

Reports To: Great Lakes Fisheries Biologist, Natural Resources Director

Status: Exempt

Salary Range: \$36,121-\$48,870

Level: 5

Open: March 07, 2016

Close: March 28, 2016

SUMMARY

The Hatchery Manager will be responsible for daily operations and activities of the LTBB Fish Enhancement Facility (Hatchery) and will report directly to the Great Lakes Fisheries Biologist and the Natural Resources Director. The Hatchery Manager will propagate and culture multiple fish species, develop and implement research, publish results of research and hatchery rearing techniques, manage and supervise hatchery staff, set schedules, seek and secure funding to achieve hatchery goals, create and follow hatchery operation plans, coordinate and collaborate with various LTBB Natural Resource Department staff and other natural resource management agencies to select enhancement sites and species and perform all duties necessary for successful operation of a small fish hatchery.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Maintain the hatchery program and budget
- Develop and implement research
- Prepare and submit materials for publication
- Supervise and oversee hatchery staff consisting of full and part time support workers
- Coordinate work schedules of hatchery staff including off-hours “on call” schedules
- Plan and participate in all stages of fish culture including but not limited to egg collection and incubation, fry and fingerling culture, brood-stock development, and fish stocking
- Develop and follow standard operating procedure for propagation of multiple fish species. Identify and incorporate the latest science and propagation techniques
- Conduct defensible scientific studies relevant to natural resource issues
- Monitor water quality (e.g. dissolved oxygen, temperature) and fish health metrics (e.g. weight, growth, disease, etc). Ensure that automated alarms are addressed immediately, occasionally during non-work hours.

- Ensure that hatchery equipment and working areas are cleaned and maintained to minimize exposure to disease and maintain conditions conducive for fish propagation.
- Coordinate and collaborate with biological staff (tribal, state and federal) to create stocking strategies and conduct stocking operations in area lakes and rivers.
- Collect, maintain, and analyze fish culture data and present results at local and regional meetings to technical and non-technical audiences.
- Prepare written reports of hatchery operations and activities.
- Identify and pursue funding for hatchery operations
- Explore and describe data using statistical software.
- Pursue and secure funding in support of program goals
- Participate in the development of fishery related management plans (ex. Burt Lake sturgeon, Lake MI Cisco)
- Represent the Department on fish enhancement related inter agencies committees.
- Provide and facilitate education and outreach related to fisheries and fish enhancement activities.
- Make recommendations to the LTBB Natural Resource Director and Commission regarding all changes that will enhance the effectiveness and execution of program goals.
- Achieve compliance with the 2000 and 2007 Consent Decrees pursuant hatchery operations

EDUCATION and/or EXPERIENCE

Bachelors of Science degree from a four-year college/university in fisheries, aquatic science, hatchery management, or related field is required. Master's preferred. Two years demonstrated experience in hatchery operations is required. Possession of a Master's Degree may substitute for one year of experience.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of rearing procedures.
- Knowledge of the warm-water and cold-water fish species (particularly Great lakes salmonids, percids, and lake sturgeon) life history, reproduction requirements, ecology and live capture techniques.
- Knowledge of population genetics as it pertains to fish propagation and stocking.
- Knowledge of Great Lakes fisheries and natural resource management.
- Ability to work both independently and as a team member.
- Experience working with Tribal organizations.
- Must be able to lift 50 pounds, stand, and crouch regularly
- Selected candidate must reside or relocate within 25 miles of the hatchery and be able to respond to hatchery emergencies at any hour

OTHER REQUIREMENTS

- Expertise with computer software (Microsoft Word, Access, Excel, etc)
- Strong of oral and written communication skills.

- Strong mechanical skills (plumbing, electrical, etc.) and ability to trouble-shoot complex mechanical or biological problems.
- Must be detail-oriented

CERTIFICATES, LICENSES, REGISTRATIONS

Must have a valid driver's license, reliable transportation, and be insurable

WORK ENVIRONMENT

Will be regularly exposed to wet and/or humid indoor and outdoor weather conditions. Employee will frequently be exposed to moving mechanical parts. Occasionally, field duties will require traveling long distances in harsh weather. Overnight travel will occasionally be required.

COMMENTS

Indian preference will apply. Individual must be able to pass a criminal background investigation